



COUNTY OF LOS ANGELES

DEPARTMENT OF HUMAN RESOURCES

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MICHAEL J. HENRY
DIRECTOR OF PERSONNEL

November 19, 2004

To: Each Supervisor

From: Michael J. Henry
Director of Personnel

Subject: **RECRUITMENT FOR PROBATION OFFICER**

The recruitment for the Probation Officer is scheduled to close on November 19, 2004. This recruitment is being conducted by the search firm of CPS Executive Search. The search firm is recommending, and we concur, that the closing date be extended to December 10, 2004. This extension is necessary to enhance the pool of qualified candidates.

Extensive outreach has been done by the search firm; however they advise that many major California counties have hired new Chief Probation Officers within the last 18 months and incumbents are reluctant to leave positions to which they have been recently appointed. In addition, as a result of a significant number of retirements at the executive level, CPS advises that this has resulted in a major drain on experience in California and now wish to concentrate their search efforts outside of the State of California.

Given the importance of this search, I believe it is appropriate to extend the outreach for this recruitment an additional three weeks. This extension will not result in an increased cost for the search. We will continue to target late January/February 2005 to have the final candidates to your Board.

Please don't hesitate to call me, or have your staff call, if you have any questions.

MJH:REB
LH:ck

c: Chief Administrative Officer
Executive Officer, Board of Supervisors

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11/19/2004

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